

Jefferson County 'A Fair of the Heart'
Vendor Application
General Rules and Regulations

1. **Vendor space rental is \$40.00 for the entire fair or \$20.00 for one day.** Vendor hours are Saturday, 11 a.m. to 5 p.m., and Sunday, 11 a.m. to 4 p.m. Checks should be made payable to **Jefferson County Fair**. The completed application and fee **are due no later than two weeks prior to the start of the Fair**, and may be sent to: Jefferson County Fair, P.O. Box 313, Boulder MT 59632. Failure to make the deadline could mean that the space could be re-assigned to another vendor. Please make checks payable to: Jefferson County Fair.
2. Vendors space is assigned and you need to check in with a Fair Board Member and/or their designee prior to setting up. Set up times are from **1:00 to 3:00 p.m. Thursday, 8:30 a.m. to 5 p.m. Friday, and 8 a.m. to 10:30 a.m. Saturday.** Outdoor space rental is considered to be 20 x 20 feet. Electricity may be available and is limited to 20 amps, but no extension cords will be provided. Generators **must** be muffled. Tables and chairs are not provided. Power adaptors may be obtained and there is a \$5.00 deposit fee, refundable upon return of the adaptor.
3. Deliveries by vehicle of food, pop or articles of merchandise and any set up must be made prior to 11 a.m. Saturday and Sunday. All vehicles must be removed from the grounds to the parking area promptly after deliveries. Vendors will be given a pass when they check in to allow them access to the grounds on Saturday and Sunday.
4. All vendors must comply with the authorized health requirements, and a temporary event permit obtained. It is the responsibility of the vendor to have this in place **before** the event. **Please contact the Jefferson County Sanitarian at (406) 225-4126 or by mail at Box H, Boulder, MT 59632 for complete requirements.** It is suggested that you allow two weeks.
5. No alcohol will be allowed in the Fair side of the grounds. No weapons or drug paraphernalia may be sold. Dogs must be leashed at all times.
6. Vendors must keep their spaces in a neat and sanitary condition. It will be necessary for you to furnish plastic bags for trash and garbage. You are required to place bags in the dumpster nearest to your site.
7. There will be no overnight camping on the fair grounds. Additional vehicles parked on the grounds prior or during the fair must be pre-approved and parked in the designated area. These vehicles may be subject to a parking charge of five dollars (\$5.00) per day. Please note this request on your application. Electricity and water hook ups are not available.
8. The Fair Board reserves the right to eject any vendors not following the above rules and regulations as interpreted by the Fair Board. Additional rules and regulations may be added if necessary. Vendor suggestions or complaints must be put in writing and mailed to the Fair Board. Rulings by the Fair Board are final.
9. If your organization is a non-profit, and would like to have indoor space, the Volunteer Hall is available for use at no charge. Non-profits are those organizations which hold 501c-3 certification. The application form must be completed and submitted.
10. More fair information and a list of scheduled events may be found at
<http://www.jeffersoncounty-mt.gov/fair.html>

2016 Jefferson County Fair Vendor Application

Were you a vendor at the 2015 Jefferson County Fair? (circle one) Yes / No

Are you a non-profit/501c3 (circle one): Yes / No

If non-profit, would your organization prefer (circle one): Inside-Volunteer Hall / Outside)

Are you vending for (circle one): One Day / Two Days

Club, Organization or Business Name: _____

Mailing Address: _____

City, State & zip code: _____

Contact Person: _____

Telephone Number: _____

E-Mail Address: _____

Product or Item you will sell		Price
1.		
2.		
3.		
4.		
5.		
6.		

(if additional space is needed, please use back)

Special needs: (electricity, indoor space, etc.) _____

Vendor space outside is 20 x 20. If additional space is required, additional fees may apply.

(PLEASE NOTE: NO PARKING OR CAMPING AT THE FAIRGROUNDS.)

I agree to be governed by the rules and regulations concerning vendors at the Jefferson County Fair. I understand that the Jefferson County Fair Board reserves the right to interpret these rules and regulations and has final authority to determine all matters, questions and differences in regard to the Fair; and may also amend or add to the rules from time to time as management in its sole discretion deems appropriate. I understand that the Fair Board reserves the right to direct and regulate the parking of all automobiles and other vehicles or conveyances within the Fairgrounds. I hereby release the Jefferson County Fair from any liability for loss, damage, or injury to property while said property is on the grounds. I hereby agree to indemnify and hold harmless Jefferson County Fair for any actions, claims, damages or suits brought by any party or person as a result of any activity or product of my concession, or my employees or agents. Payment is enclosed.

Signature of responsible party

Date

Submit completed and signed application along with payment to:

Jefferson County Fairboard, P.O. Box 313, Boulder MT 59632